



# Minutes

## Bicycle & Trails Advisory Committee

REGULAR MEETING

JUNE 19, 2003

**PRESENT:** Hubbell, Cheu, Hauge, Clark, Eltgroth

**ABSENT:** McCann, and Parks and Recreation Commissioner Mark Frederick

**STAFF:** Public Works Senior Engineer Julie Behzad  
Deputy Director of Public Works – Engineering Karl Bjarke  
Administrative Secretary Karen Nelson

**CALL TO ORDER:** Chairperson Hubbell called the meeting to order at 6:15pm

**DECLARATION - POSTING OF AGENDA:** Julie Behzad certified that this meeting's agenda was duly noticed and posted in accordance with Government Code Section 54954.2.

**PUBLIC COMMENTS:** Julie Behzad opened the meeting to public comments. There being no comments, the public comments period was closed.

**MINUTES:** By unanimous vote, the minutes for the May 8, 2003 meeting were approved.

### **ORAL REPORTS:**

#### **1. Staff Report**

##### **\* Police Department Representative at BTAC Meetings**

Members would like someone at the BTAC meetings once per quarter, provided there is an issue for them so they have something to speak to in a specified amount of time. PD won't have new traffic officers until December. We will wait until then to invite someone, unless there is a specific issue that needs their input. Ms. Behzad will check for Member Eltgroth to see if the bike rodeo took place at Art ala Carte and report back as to the rodeo's effectiveness.

##### **\* Purchase of Bicycle Education Tapes in Spanish for Channel 19**

Ms. Behzad reported that Julie Spier gave her approval to spend \$50 to purchase Bicycle Education Tapes in Spanish to be used for Channel 19. Ms. Behzad will get the information from Member

Eltgroth and order the tapes.

Member Eltgroth asked about striping around new development going in on Llagas by Hale. Discussed the need to stripe a bike lane to the left of right turn lanes to maintain safety. Member Clark said it is better to have the new developers put in bike lanes for their portion of the improvements and eventually the other parts will fill in as the road is subsequently developed. Member Eltgroth pointed out that putting in a bike lane will help inexperienced riders stay on a straight line to keep the riders out of the right turn lane. Mr. Bjarke will talk to the traffic engineer and report back.

## **2. Bicycle Resource Directory**

Ms. Gardner wasn't present at the meeting to report. Chamber of Commerce asked Bob when we would have maps to hand out and if they will be available for Taste of Morgan Hill. Ms. Behzad will talk to Rosemary to see if she has the artwork and the map, determine what we do have and if we can move forward. Ms. Behzad will send the information to Member Hubbell.

## **3. Bike to Work Day / Bike to Work Week Recap**

No report given. Will be kept on agenda for next meeting – Ms. Gardner to pass on the planning information so future people organizing the event will have the contact information. Member Eltgroth said we had about 30 people come by the energizer station. Left-over giveaways were taken to Gavilan.

Member Eltgroth indicated the bike racks at Gavilan were installed 90° off. Mr. Bjarke will inform the project manager.

## **4. Countywide Bicycle Advisory Committee Update**

- June meeting was canceled, next meeting is July 9, 2003, but Member Eltgroth will be on vacation and not able to attend. He gave an invitation for others to attend if they wanted.

## **5. Bikeways Master Plan – Familiarize New Members with the Plan**

Member Eltgroth gave an overview of how the Plan came into being and what is contained in the plan and the process they went through/criteria they used to develop the document. (Ms. Behzad will get the members copies of the VTA Bicycle Technical Guidelines). Member Eltgroth noted we haven't worked much on bike safety and promotion. City is pushing for Butterfield Trail, but he said they are more interested in transportation than recreational riding trails. Signal detector loops are not included in the Plan. Member Clark expressed interest in this subject. City's policy is to install detector loops in the traffic lanes, but not in the bike lane. Member Eltgroth said the City had a list of intersections that needed detector loops, and was working on grants to fund this work, but it got dropped. Staff did look for grants, but there weren't any available. Ms. Behzad suggested members make a presentation to PRC to make a recommendation to Council to help them understand the safety concerns. Member Clark asked how we get items on the agenda for the PRC to make our issues

known. Member Eltgroth suggested having the Mayor & the PRC Chair come see how the BTAC fits in with the PRC and what the City wants to see this committee do. It was also suggested that Public Works Director Jim Ashcraft might also want to attend. Member Hauge suggested BTAC be very specific about the recommendations made (i.e., not just put sensors in lane, but put sensors in bike lane versus traffic lane). What is the process to get this committee's idea into policy, how do we run it up the chain? Staff to discuss this at the next meeting. BTAC wants to set policy to have the detector loops in the bike lane. Mr. Bjarke handed out the Bikeways Master Plan Implementation Update. The Master Plan says the majority of bike related improvements will happen as the City develops. The best way to get bicycle specific improvements done is to get grants. Member Eltgroth noted the County plan shows that they want to connect Coyote Trail with Coe Park, which will need to go through Morgan Hill.

## **6. Bicycle Commuting in Morgan Hill**

Member Hubbell referred to an e-mail he received – the writer's point was to get maps of county bike lanes to cyclists. She would like us to put PDF or link to make the VTA 2002 Bike Maps available to the public. Karl to look into putting this on the website. We need to put our own map on the website also. Member Eltgroth noted that the Library has copies of the maps available.

## **7. Discuss Bike Safety Plan including Bike Rodeo and Police Involvement**

Sprockids is a program to teach mountain bike use to kids in school and is a 10 week program. Chairman Hubbell said Parks & Recreation could manage this program and make it available to the community. League of American Bicyclists also provides training.

## **BUSINESS**

### **1. Taste of Morgan Hill Bicycle Parking**

Member Eltgroth has coordinated Taste of Morgan Hill (TOMH) bike parking for the last three years and would like someone else to take over. TOMH literature advertises attended bike parking – we had about 100 bikes last year. We need to line up volunteers and ACTC racks. Member Eltgroth can get them again this year, but someone else has to have them delivered. A double roll of tickets is used to keep track of the bikes, one ticket is taped to the bike, and the matching ticket is given to the owner. The City wants at least one committee member there at all hours plus other volunteers. In the past the volunteers were given t-shirts and water bottles donated by Specialized Bikes. Member Eltgroth will line up the racks (enough to hold 100 bikes per day) and will line up volunteers (2 per shift per day) but he needs to know who to coordinate with on City staff to get table, chairs, shade, water, & tickets. Hours are approximately 10am to 6pm. We will have more space this year to park the bikes. Re-agendize for next meeting to talk about who will be here. Member Clark will look at getting a tent with the Specialized name on it and if there are volunteers willing to work the booth, and donations of water bottles, t-shirts, hats. There will be a stand for making minor bike repairs. Member Cheu will attend the TOMH committee meetings. Member Eltgroth will have VTA maps and ACTC membership information, and it would be nice to

hand out the bike directory if it is available. We need to be sure to write thank you notes.

## **2. Morgan Hill's Bicycle Friendly Community Application**

Member Hauge handed out copies of letters that he sent out asking for information required for the application. He is waiting for the information to come back. Ms. Behzad has the City information that needs to be completed and will get it to Member Hauge. Members will bring back the information they have to the next meeting. It was noted, some of the information is included in the resource directory. Member Hauge made a point to thank Public Works for taking out the islands on Dunne/Condit.

## **ANNOUNCEMENTS**

- Still have 1 vacancy
- Oct 24 – 26 - League of American Bicyclists will have a training course. Contact Member Eltgroth if you are interested – it will probably be in San Jose. Specialized would be a good place to hold the event.

## **REQUESTS FOR FUTURE ITEMS**

(This is the opportunity for any committee member to have an item placed on a future agenda.)

- Bikeways Master Plan – Quarterly reviews starting in June to ensure planned items are moving ahead – next will be held in September
- Survey City commissions and planning agencies regarding other city locations needing bicycle racks (for July meeting – requested by Member McCann)
- Review old list of traffic signals that need upgrading (for July meeting – requested by Member Eltgroth) and start presentation to PRC to set policy of putting detector loops in the bike lanes
- Talk about policy how to acknowledge efforts made in consideration of being bike friendly – (requested by Member Hauge - for July agenda) Chairman Hubbell asked that staff keep the committee aware of when things are completed so they can make the acknowledgements.
- Is there a plan to close a lane downtown on weekends to facilitate biking through the downtown? Staff to report back.
- Member Clark – would like to develop the trails portion of this committee. He needs to know what we have and will make a proposal for future trails. Put on August or September agenda.
- Invite PD to the December meeting

**ADJOURNMENT:** Meeting was adjourned at 8:30pm. The next meeting will be held on July 17, 2003 at 6:15pm.